



भारतीय सूचना प्रौद्योगिकी संस्थान, इलाहाबाद Indian Institute of Information Technology, Allahabad

An Institute of National Importance by Act of Parliament
Deoghat, Jhalwa, Allahabad-211012 (U.P.) INDIA

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Ref. No. : IIIT-A/ENQ/DR(S&P)/489/ 2017
Date : 23rd January 2017

TENDER NOTICE

Sealed quotations are invited under **Two Bid Systems** for the purchase of **Printers** for the Indian Institute of Information Technology, Allahabad. The detailed specifications and terms & conditions are given in **Annexure I, II, III & IV**.

Tender document may be downloaded from the Institute website www.iiita.ac.in and submitted along with Rs.500/- of tender processing fee in form of DD in favour of "Indian Institute of Information Technology, Allahabad payable at Allahabad".

The "Technical and Commercial Bids" in two separate sealed envelopes placed in a single envelope with name of the tender, ref. number and closing date subscribed on the top of the envelope addressed to the Deputy Registrar (S&P), IIIT-Allahabad upto **16/02/2017 at 12:00 noon**. Quotations duly sealed may also be dropped in the tender box placed in the office of the Deputy Registrar (S&P), IIIT-Allahabad. Basic rate, taxes and freight charges etc. must be quoted separately, F.O.R. destination at IIIT-A, Jhalwa, Allahabad.

The technical bid received in prescribed proforma will be opened in the presence of the tenderers, or authorized representatives interested to be present, on **16/02/2017 at 04:00 P.M.** The Financial bids of technically qualified tenderers will only be opened after technical evaluation by the Technical Committee. Basic rate, taxes and freight charges etc. must be quoted separately,

(Dr. Seema Shah)
Deputy Registrar (S&P)

Copy to:

- Hon'ble Director for kind information.

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Technical Bid

(On letter head of the Firm & in a separately sealed envelope)

PROFORMA FOR APPLICATION

1. Name of the firm :-
2. Address of the firm :-.....
.....
3. Phone Number (With Code):-
4. Proprietor's name: -
5. Address of Proprietor: -
6. Email ID: -
7. Proprietor's Phone No. :-
8. Details of the firm:-
 - (a) Date from which the firm is operating: -
 - (b) Turnover of the firm during: - FY 2013-14 (₹).....
FY 2014-15 (₹).....
FY 2015-16 (₹).....

(Please attach documentary evidence)

- (c) PAN No. :-
- (d) TIN No. :-

9. Tender Processing Fee: An amount of Rs.500/- (Five Hundred Only) of tender (non refundable) is to be paid cash or DD payable in favour of **Indian Institute of Information Technology Allahabad** payable at **Allahabad**.

10.E.M.D. : The tenders should be accompanied in a form of a Demand Draft/FDR/ Bank Guarantee in favour of **Indian Institute of Information Technology Allahabad payable at Allahabad** (Any bid without EMD will not be considered). EMD should be enclosed with the Technical Bid document in a separate envelop. The EMD will be returned to the unsuccessful bidders within 15 days and to the **successful bidders have to submit bank guarantee of 10% of total value, valid beyond 2 months of warranty period.**

Amount of EMD as below:

Sl. No	Description	EMD Amount	DD No./FDR Date
1.	Purchase of Printers	6,000.00	

Technical Compliance
(To be attached with technical bid)

1. Laser Printer (Mono), Qty.-20

Make/Model offered by the vendor :

Sl. No.	Specification	Compliance (Yes/No)	Deviation (If any)
1.	Print speed black (normal, A4): Up to 14 ppm		
2.	Print quality black (best):Up to 600 x 600 dpi (1200 dpi effective output)		
3.	Print technology: Laser		
4.	Duty cycle (monthly, A4):Up to 5000 pages		
5.	Processor speed:234 MHz		
6.	Paper trays, standard: 1 (plus single-sheet priority input slot)		
7.	Paper handling input, standard: 150-sheet input tray, single- sheet priority feed slot		
8.	Paper handling output, standard: 100-sheet face-down bin		
9.	Duplex printing: Manual (driver support provided)		
10.	Media sizes supported:A4, A5, A6, B5, C5, DL, postcards		
11.	Media sizes, custom: Main tray: 147 x 211 to 216 x 356 mm;		
12.	Input slot: 76 x 127 to 216 x 356 mm		
13.	Connectivity, standard. Hi-Speed USB 2.0 port		
14.	Dimensions (W x D x H): 370 x 242 x 209 mm		
15.	Power consumption (active):250 watts		
16.	Power consumption (sleep):2 watts		
17.	Power consumption (standby):2 watts		
18.	ENERGY STARA.® qualified :Yes		
19.	Warranty:3 Year		

2. Laser Printer (All in one)- Qty.-10

Make/Model offered by the vendor:

Sl. No.	Specification	Compliance (Yes/No)	Deviation (If any)
1.	Print Print speed Black -Normal: Up to 18 ppm		
2.	Duty cycle (monthly, A4) Up to 8000 pages		
3.	Print technology: Laser		
4.	Print quality black (best) :Up to 600 x 600 dpi (1200 dpi effective)		
5.	Print languages: Host-based		
6.	Processor speed:400 MHz		
7.	Connectivity Standard .Hi-Speed USB port		
8.	Compatible operating systems: Windows XP to latest windows version, Windows Server 2003, Windows Server 2008 and Linux		
9.	Memory: 8 MB min.		
10.	Paper handling input standard: I50-sheet input tray		
11.	Paper handling output standard 100-sheet face-down bin		
12.	Duplex printing :Manual (driver support provided)		
13.	Media sizes supported: A4 and small		

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14.	Media sizes, custom :76 x 127 to 216 x 356 mm		
15.	Media types : Paper (plain, laser), envelopes, transparencies, labels, card stock, postcards		
16.	Scan Scanner type: Flatbed		
17.	Scan file format :JPEG, TIF (compressed and uncompressed), PDF, GIF, BMP		
18.	Scan resolution, optical :Up to 1200 dpi		
19.	Scan size (flatbed), maximum :216 x 297 mm		
20.	Copy		
21.	Copy speed (normal) Black: Up to 18 cpm Copy resolution (black text) Up to 600 x 400 dpi		
22.	Copy resolution (color text and graphics) : Up to 600 x 400 dpi		
23.	Copy reduce 1 enlarge settings :30 to 400 %		
24.	Copies, maximum :Up to 99 copies		
25.	Power :Input voltage 110 to 127 VAC (+/-10%),60 Hz (+/-2 Hz), 220 to 240 VAC (+/- 10%),50/60 Hz (+/- 2 Hz)		
26.	Warranty: 3 Year		
27.	Energy Star qualified: Yes		

Signature of the tenderer

Seal of the firm

Note-Service center must be at Allahabad

Terms and Conditions:

1. F.O.R. destination at IIIT-A, Deoghat Jhalwa, Allahabad.
2. Preference will be given to the firm, if Manufacture/Sole distributor.
3. **It is mandatory to complete the Compliance sheet (Annexure-I) with complete details of printers, make/model, catalog etc and attached with Technical Bid.**
4. Quoted rate should be valid at least for 60 days.
5. **Annual Turnover of the firm should be 05 lakh and above for the last two financial years separately (documentary evidence should be enclosed).**
6. The quality and specification be adhered to strictly. If not found according to specification, supply will not be accepted.
7. **SECURITY DEPOSIT:** Security deposit in the form of Bank Guarantee/ Demand Draft form Nationalized Bank to the value of 10% of the contract value shall be submitted by the (L1) bidder. Above amount shall be taken as security deposit valid beyond 2 months of warranty period. EMD will be released after receiving of Bank Guarantee/Demand Draft.
8. Transit road permit in the prescribe proforma shall be made available as per rule by the Institute on the request of the supplier if, required.
9. Enquiry/tender must be quoted in prescribe format on the company/firm letter head.
10. It is most essential that it should be mentioned clearly that the price basis, payment terms, works schedule taxes and duties, validity, transportation charges.
11. Trade/Sales tax/VAT or any other tax or other charges on the material, which has not been mentioned while quoting their rates shall not be paid by the Institute under any circumstances. The firm has to bear all taxes.
12. Upon verification/evaluation/assessment, if in case any information furnished by the Bidder is found to be false/incorrect, their bid shall be summarily rejected and no correspondence on the same shall be entertained. It is the responsibility of bidder to verify the authenticity of any third party document being submitted as part of the eligibility requirements. EMD will be forfeited if any forged or false document is submitted.
13. Payment will be made within fifteen days after delivery and installation & Satisfactory report.
14. May feel free to contact on E-mail **info.purchase@iiita.ac.in**, Ph. No. : **0532-2922051**.
15. In view of wide publicity the details are also available on our web site (**www.iiita.ac.in**), may be seen.
16. Kindly quote your Income Tax PAN No./TIN No., Service Tax Registration No. etc. mandatory on the quotation raised by you. If PAN No. not quoted, 20% Tax will be deducted at source.
17. The lowest rate will not be the basis of claim to get the order.
18. Supply within 5 weeks from the receipt of the Purchase order. If the supply delayed beyond the stipulated time of completion of supply, penalty of 1% per weeks and maximum upto 10% of the total cost may be imposed at the discretion of competent authority.
19. Conditional tenders will not be considered in any case & summarily rejected.
20. All disputes are subject to jurisdiction of Courts at Allahabad.
21. Director, IIIT- Allahabad reserves the right to reject or accept any tender.
22. Kindly mention enquiry reference number, subject, due date contact address etc on your quotation. Incomplete quotation may be rejected.


(Dr. Seema Shah)
Deputy Registrar (S&P)

Copy to:

> Hon'ble Director for kind information.

SUPPLY OF PRINTERS

Financial Bid

(To be quoted on the company letter head with the below prescribed proforma only)
(Sealed separate envelop)

Sl. No.	Specification	Qty.	Unit rate Rs.	Total amt. Rs.
1.	<p>Laser Printer (Mono) Specification</p> <p>Print speed black (normal, A4): Up to 14 ppm Print quality black (best):Up to 600 x 600 dpi (1200 dpi effective output), Print technology: Laser, Duty cycle (monthly, A4):Up to 5000 pages, Processor speed:234 MHz, Paper trays, standard: 1 (plus single-sheet priority input slot), Paper handling input, standard: 150-sheet input tray, single- sheet priority feed slot, Paper handling output, standard: 100-sheet face-down bin, Duplex printing: Manual (driver support provided), Media sizes supported: A4, A5, A6, B5, C5, DL, postcards, Media sizes, custom: Main tray: 147 x 211 to 216 x 356 mm; Input slot: 76 x 127 to 216 x 356 mm Connectivity, standard. Hi-Speed USB 2.0 port, Dimensions (W x D x H): 370 x 242 x 209 mm Power consumption (active):250 watts, Power consumption (sleep):2 watts, Power consumption (standby):2 watts, ENERGY STARA.® qualified :Yes, Warranty: 3 Years</p>	20		
2.	<p>Laser Printer (All in one) Specification</p> <p>Print Print speed Black -Normal: Up to 18 ppm , Duty cycle : (monthly, A4) Up to 8000 pages , Print technology: Laser, Print quality black (best) :Up to 600 x 600 dpi (1200 dpi effective), Print languages: Host-based Processor speed:400 MHz, Connectivity Standard .Hi-Speed USB port Compatible operating systems: Windows XP to latest windows version, Windows Server 2003, Windows Server 2008 and Linux Memory: 8 MB min. , Paper handling input standard: 150-sheet input tray , Paper handling output standard 100-sheet face-down bin Duplex printing :Manual (driver support provided), Media sizes supported: A4 and small, Media sizes, custom :76 x 127 to 216 x 356 mm, Media types : Paper (plain, laser), envelopes, transparencies, labels, card stock, postcards</p> <p>Scan Scanner type: Flatbed, Scan file format :JPEG, TIF (compressed and uncompressed), PDF, GIF, BMP, Scan resolution, optical :Up to 1200 dpi, Scan size (flatbed), maximum :216 x 297 mm</p> <p>Copy Copy speed (normal) Black: Up to 18 cpm Copy resolution (black text) Up to 600 x 400 dpi Copy resolution (color text and graphics) : Up to 600 x 400 dpi Copy reduce 1 enlarge settings :30 to 400 % Copies, maximum :Up to 99 copies Power :Input voltage 110 to 127 VAC (+/-10%),60 Hz (+/-2 Hz), 220 to 240 VAC (+/- 10%),50/60 Hz (+/- 2 Hz)</p> <p>Warranty: 3 Years Energy Star qualified: Yes</p>	10		

Note: Financial Bid must be given in this format only.

Signature of the tenderer

Seal of the firm